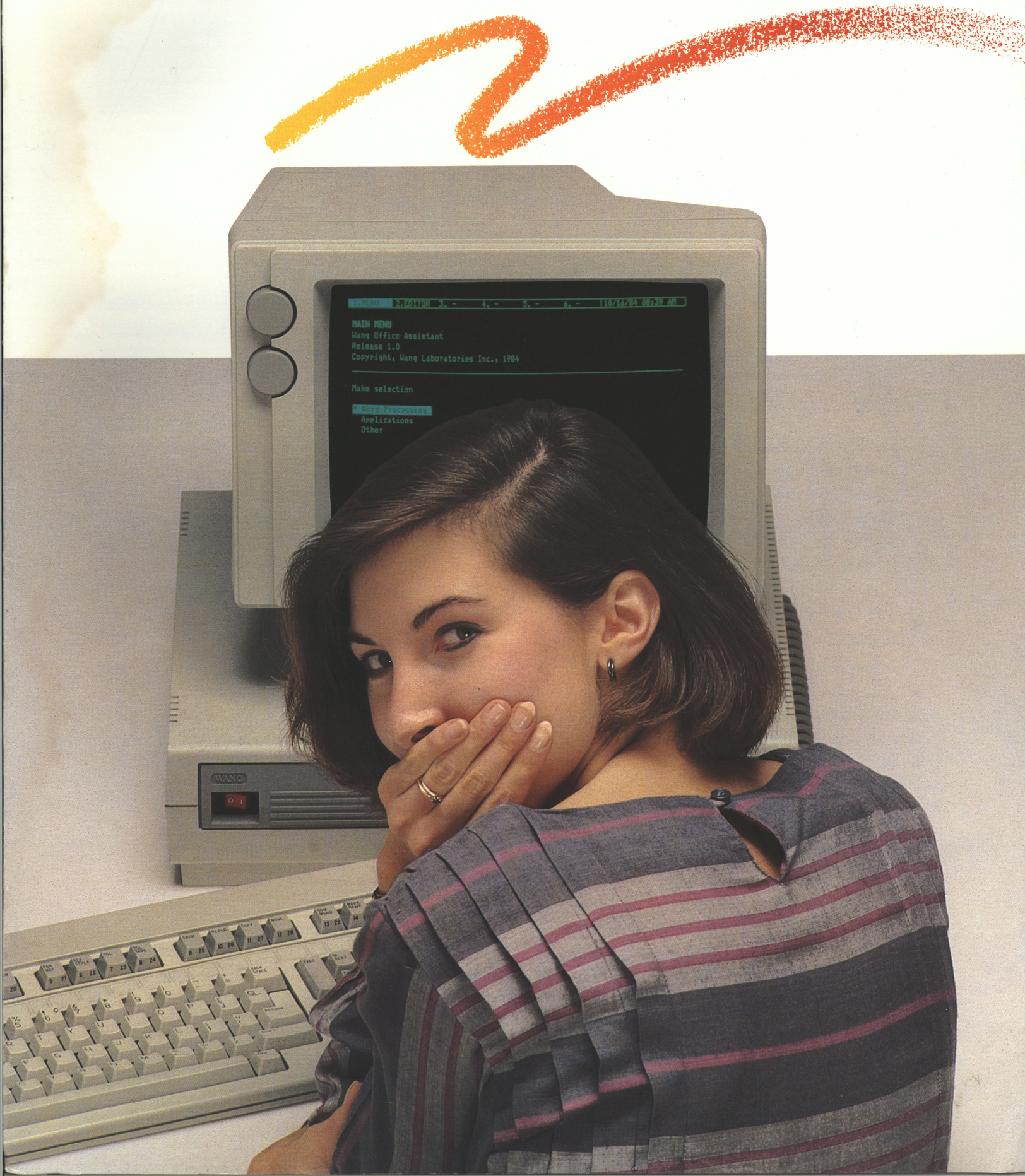


WANG

Introducing the Wang Office Assistant:
The help you've been looking for.



Easy to view screen

The TV-like screen lets you see what you're writing or rewriting without committing words to paper. As you type, the words appear on the screen. If you're wondering why the letters are green, it's because our research has proven that green is the easiest color on the eye for extended viewing. To make viewing even easier, the Office Assistant comes with a non-glare screen and an adjustable brightness control. We also made the screen adjustable. It tilts and swivels to whatever viewing angle is best for you. There's even an optional arm that can elevate the screen up to 14 inches and can swing in 180° arc.

First-rate letter quality printers

The Office Assistant comes with a choice of letter quality printers. You can get a 20 character per second printer (about 200 words per minute) or a 55 characters per second printer (about 550 words per minute). Each printer features a variety of type styles and sizes. Printers can also be equipped with sheet feeders to load paper automatically—almost any kind of paper. If you want, you can also get a dust cover to keep the printer cleaner and quieter. Of course, you might not need a printer at all because you can plug the Office Assistant into the electronic typewriter that you may already own.

Compact, easy to operate disk drive

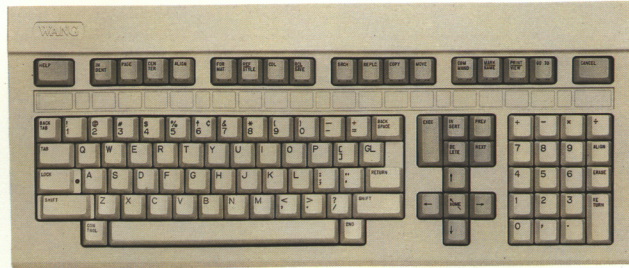
This compact processing unit contains the electronics that makes the Office Assistant run. It also houses the disk drive for 5 1/4 inch floppy diskettes (that translates to about 120 pages per disk). Because we designed it with your office in mind, it fits conveniently on your desk.

Typewriter-like keyboard

If the keyboard looks familiar, that's because we designed it to look and feel like the typewriter keyboard you're already used to using. The only difference is that we improved it by adding a calculator-like keypad for entering numbers, and clearly labeled function keys for word processing and computing operations. The coiled cable lets you locate the keyboard anywhere that's comfortable for you.



Typewriter-like keyboard



Features
Ergonomic, movable,
low profile
102 keys (USA)
107 keys (International)

Dimensions
Height 1.7 in. (4.3 cm)
Width 18.3 in. (46.5 cm)
Depth 7.8 in. (19.8 cm)
Weight 4.5 lb. (2.0 kg)
Home row key height—1.2 in.
(3.0 cm)

Keys
Typewriter keys
Numeric keypad
Special function keys
Locate keys

Audio
Beeper, clicker

Cord
Telephone-like coil
Unextended length—2 ft.
Extended length—6 ft.

Consider how you work

If you're using a typewriter to get most of your printing work done, chances are you're pretty comfortable with it. Why not? After all, it's done the job for all these years. So, why change?

Of course, if you've been using a typewriter, you're also familiar with its limitations. It's great for some things but not so great for others—like making changes.

On a typewriter, each time you strike a key, a character prints out on a piece of paper. If you hit the wrong key by mistake, you have to erase the error, white it out or start all over again. That adds up to a lot of time—time you could use to get other things done.

Wouldn't it be nice if there was an inexpensive way of recording all those keystrokes that you make every day, day after day?

Of course, you may have already eliminated this problem with the help of an electronic typewriter that allows you to catch many of your errors before printing. But an electronic typewriter is limited. What you really need is a system that can save an unlimited number of documents. And a system that can help you do other things like interrupt a report you're typing in order to get out a label quickly. Or fill out complex forms quickly and easily.

A better, easier way to work

Finally, there's an office system that can help you get all your typing jobs done—and then some. It's called the Wang Office Assistant. It's the first easy-to-use office system that meets all a secretary's or office worker's needs—at an affordable price.

It combines the best features of a typewriter with a word processor. More simply put, the Wang Office Assistant is a better way to type. And it's easy to use. In fact, if you can type, you already know how to use 80% of the Office Assistant.

With an Office Assistant, the system does the retyping—not you. You enter the document once...see your words displayed on an easy-to-read TV-like screen...and then check them over for mistakes and make corrections before the words ever appear on paper. When you're finished making the changes you can print out the whole document or just a page. It's that simple.

Now doesn't that make a lot more sense than making all those extra keystrokes?

Easy to view screen



A lot more than a typewriter

The Wang Office Assistant does everything your typewriter can—only faster and better. Plus it can do a lot of things your typewriter could never do. For example, it can help you:

- produce duplicate letters—each individually typed
- fill out repetitive forms more quickly and easily
- prepare and revise spreadsheets
- organize your files
- draw graphs for a presentation or report
- keep track of all the things you have to do

Switch easily from one thing to the next

The nicest part about the Wang Office Assistant is that it's designed to work the way you do. Which means it can do more than one thing at a time.

If you're doing word processing, for example, you can switch from one letter or report to another. Then you can edit or retrieve information from it to use in the project you're working on.

If you're editing a memo and your boss wants to change some figures in a spreadsheet—immediately—just press a few keys.

Or if you're working on a contract and somebody needs a shipping label typed right away, just press a few keys and the Office Assistant becomes a typewriter.

Features
Green-on-black
Brightness control
Mounted on pedestal base
4 ft. cable to base unit

Dimensions
Height 11.5 in. (29.2 cm)
Width 13.0 in. (33.0 cm)
Depth 10.8 in. (27.4 cm)
Weight 15.0 lb. (6.8 kg)
Angle of tilt with pedestal base: 15° back, 5° forward
Screen size 12 in. diagonal
25 rows x 80 columns in standard 10 pitch

Resolution
100 pixels/in. x 50 pixels/in.

Display Attributes
Horizontal scroll, reverse video, bold underscore, double underscore, italic, superscript, subscript.

Character Size
2.46 x 5.84 mm (.097 x .23 in.)
10 x 12 addressable dots per character in standard 10 pitch
Character matrix of 8 x 8 for standard character font

Character Set
One font supports 256
WISCII characters

Juggle several different things at once

The Wang Office Assistant also lets you work on several different jobs at one time.

For example, you can print out a single letter while you fill in a form. Or print out hundreds of forms while you edit a letter. Or work on a budget, create a graph, update files, write a report or check the spelling in a document.

Or you can supply financial data from a spreadsheet while in the midst of merging a mailing list with standard text...without getting up from your desk...without fumbling through papers or file drawers.

Setting up is a snap

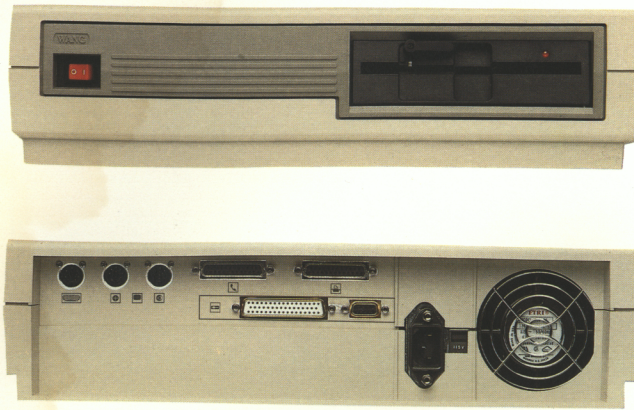
We designed the Wang Office Assistant to be easy to use. Right from the start.

First, it's easy to set up. The three lightweight components attach to each other with cables. All you have to do is connect them! Connections are clearly marked—so it's practically impossible to make a mistake.

Each Office Assistant includes color-coded software disks to do word processing, forms, and typewriter. It also comes with clear and easy to follow manuals—even a complete training guide.

If you prefer interactive training (where the screen tells you exactly what to do as you learn things) you can buy ASI's Microtutor overview to train you right at your desk on the Office Assistant. And the Microtutor Word Processing, Forms, Typewriter tutorial can help make you an expert "Office Assistant" on Wang's proven word processing.

Compact, easy to operate disk drive



Contains electronics,
256K RAM and half-height
single-diskette drive

Dimensions

Height 4.0 in. (10.1 cm)
Width 15.64 in. (39.5 cm)
Depth 14.50 in. (36.6 cm)
Weight 15 lb. (37.9 kg)

Power requirements

90 VAC to 132 VAC
(180 VAC to 264 VAC)
50/60 Hz
200 watts, monitor
Heat output: 683 Btu/hr.
Amperage: 2.0 (1.0)

Storage capacity
360 Kb diskette

Environmental requirements

Temperature
60° to 95°F (16° to 35°C)
Relative Humidity
20% to 80%, noncondensing
Maximum Wet Bulb
Temperature
75°F (24°C)
Maximum Temperature Rate
of Change 12°/hr.

If something goes wrong

When you turn it on, the Office Assistant automatically performs a complete self-diagnosis to be sure everything is in working order. If there ever is a problem, you'll be alerted to it – and be able to call a service representative for help.

If, once you're working on the Office Assistant you run into trouble or don't know what to do next, all you have to do is hit the "help" key. The Wang Office Assistant will guide you step by step, with clear, concise, on-screen "prompts" that help you accomplish exactly what you want to accomplish.

Who is the Office Assistant for?

Everyone. Businessmen and women, secretaries, typing professionals whether at home, in school or in the office. In fact, just about anyone who writes will find the Wang Office Assistant to be an invaluable tool.

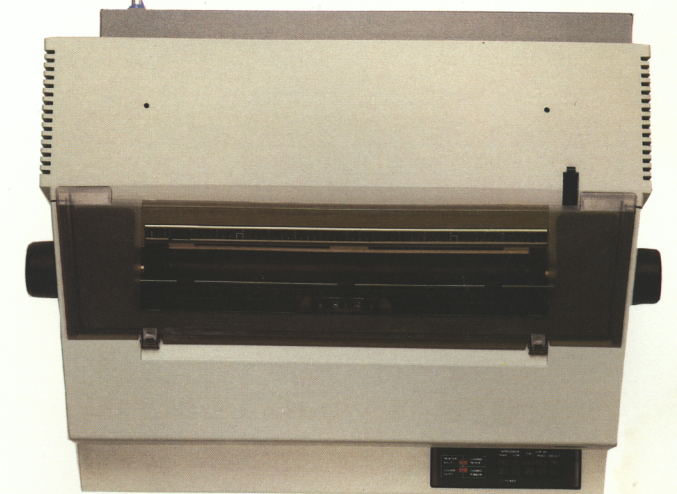
How to get the Wang Office Assistant to start working for you

Contact your nearest Authorized Wang Office Assistant dealer for more information or to arrange a demonstration.

Things your Office Assistant can do to help make your life easier:

- Move columns of text around.
- Put in footnotes that stay with the reference text no matter where you move it.
- Insert page numbers automatically and alternating headers or footers automatically.
- Line up tables of numbers on decimal points – or on commas for your European branch.
- Justify text automatically.
- Center a whole page of text without counting.
- Type text in columns and edit easily.
- Send an invitation to an "open house" to all your company's clients by typing ONE letter and merging it with names and addresses from a client list.
- Print monthly notices to overdue customers from your "forms" records base.
- Create a prospect list on a form, and send out business proposals by using that list.
- Prepare complex spreadsheets quickly and easily – even produce professional graphs and charts for use in a report or presentation.
- Set up a form, then let your assistant fill it in.
- Use it as a self-correcting typewriter.
- Move or copy text from one place to another – even from one document to another.
- Insert or delete words, paragraphs or even pages quickly and easily.
- Change the format of a document by hitting a few keys rather than aligning paper and margins.
- Underline, double underline, boldface – or even italicize sections of text.
- Insert subscripts and superscripts.

First rate letter quality printers



Options that ensure your Office Assistant won't be obsolete tomorrow:

Multiplan

For planning, budgeting, forecasting and analyzing information, you can choose **Multiplan**, a sophisticated and easy-to-use electronic spreadsheet program. It lets you move numbers around quickly, automatically updating and refiguring computations as data is entered. When you're done entering the data, your job is done! At the touch of a few keys, your printer prints out a perfect copy – automatically.

GCI Graphwriter

This option lets you produce high quality presentation graphics. You can produce up to 23 different types of graphs – without knowing how to draw! It can be output to paper or to transparencies for that special presentation. You control size, style, format and layout from the keyboard. The Office Assistant also stores the graph or chart on diskette so you can change it later, or update it to use again next month, or next year.

PFS:File and PFS:Report

Managing information and files and organizing them into reports is easy with **PFS:File** and **PFS:Report**. These programs let you store, retrieve and sort information electronically, at the keyboard. Personnel records. Customer files. Inventory reports. Whatever information you put into a file drawer can be put onto a diskette easily.

Communications

Because you often need an automated way to send documents and letters, and exchange messages, and gather information, the Office Assistant offers a variety of data communications options. These options enable your new Office Assistant to "talk" in a friendly way with other systems, including other Office Assistants. Contact your representative for details.

Things to do

The Office Assistant's To Do/Accomplishments program helps you prioritize your projects, and organize them. Best of all, it provides a handy – and immediate – way of keeping on top of everything at once.

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